



Missouri Division of Workforce Development
DWD Issuance 25-2017

Issued: May 30, 2018
Effective: May 30, 2018

Subject: Rescission of the Division of Workforce Development’s Local and Regional Plan Modification Procedures

1. Purpose: To reduce administrative burden and increase interagency efficacy in the Missouri Workforce Development System, the Division of Workforce Development (DWD) is rolling back certain State requirements for updating Local and Regional plans.

This Issuance refines the schedule and procedures for plan modifications that must be submitted to comply with the Workforce Innovation and Opportunity Act (WIOA)¹ and its implementing regulations.² It supersedes and rescinds *in whole* a prior Issuance on this subject.³ It also supersedes and rescinds *in part* prior guidance regarding Plan Modifications appearing in several active DWD Issuances.

These rescissions apply *only* to the Plan-Modification requirements in those Issuances. All other requirements of those active policy Issuances remain valid and in force. The electronically available public postings of those Issuances on jobs.mo.gov will be updated with advisories noting that the Plan-Modification requirement is rescinded.

2. Background: Local⁴ and Regional Plans⁵ required by WIOA are developed by Local Workforce Development Boards (Local WDB) in partnership with the Chief Elected Official (CEO) for that Local Workforce Development Area (LWDA). The Plans are posted for public comment, submitted to the State, and kept publicly available for a four-year planning cycle. At the midpoint (two-year mark) of that cycle, WIOA requires Local WDBs, in partnership with the CEOs, to review those Local and Regional Plans. There are four specific conditions that *require* a Modification:⁶

1. A significant change in the LWDA labor market or economic condition;
2. Significant changes in financing available to support WIOA Title I or partner-provided WIOA services;
3. Changes to the Local WDB *structure*;⁷ and
4. A Local WDB decision to revise its strategies significantly to meet its local-performance goals.

¹ Pub. L. 113-128 [[29 U.S.C. 3101 et seq.](#)].

² 20 CFR Part 679, “Statewide and Local Governance of the Workforce Development System under Title I of the Workforce Innovation and Opportunity Act,” [Subpart D, “Regional and Local Plan.”](#)

³ DWD Issuance 19-2015, “Local Plan and Regional Plan Modification Procedures,” June 22, 2016 [*herein rescinded*].

⁴ WIOA sec. 108 [[29 U.S.C. 3123](#)].

⁵ WIOA sec. 106(c) [[29 U.S.C. 3121](#)].

⁶ [20 CFR 679.580](#), “When must the local plan be modified?”

⁷ For example, expanding a board from 23 to 52 members. Local WDB staff changes would not be considered structural changes to the Local WDB.

If one of these four specific triggers is found during the biennial (two-year) review, the Local Plan must be modified, posted for a 30-day public comment period, and the Modification and any negative comments received must be forwarded to DWD for approval. Absent a correction requested by DWD, the Plan is automatically approved at the end of 90 days. The modified Local Plan should then be posted on the Local WDBs website and available in its Local WDB office public file for the remaining two years of the four-year Local Plan cycle.

3. Substance: Previously, DWD policy and guidance has required certain *additional*, interim Plan Modifications to be submitted whenever a Local WDB makes changes related to certain policies, services, or transfers and uses of WIOA funding. To help Local WDBs streamline their administrative activities, DWD is *postponing* all such Plan Modifications to coincide with the biennial modification review already required by WIOA and its federal implementing regulations.

4. Action: Effective immediately, new, interim Plan Modifications are not required to conform to the Issuances listed below under “Rescissions.” Any Modifications already submitted to DWD that are awaiting State approval at the time of this Issuance will be addressed on a case-by-case basis by DWD. Any Local WDB may stop working on a Plan Modification, or soliciting public comments on a Modification, to conform to these active DWD policies.

Local WDBs may (and in some case, must) update local policies and procedures to conform to established and future DWD policy and federal guidance. However, Plan Modifications accounting for those updates will only occur at the biennial review time (e.g., for those Local Plans due in spring 2020 covering the period 2020–2024, the reviews and any necessary Modifications will be due in spring 2022).

These changes to DWD policy and guidance for Local Plans apply equally to the preparation and Modification of Regional Plans, where in use or required.

5. Contact: Please direct questions or comments regarding this Issuance to dwdpolicy@ded.mo.gov.

6. References: None

7. Rescissions:

- This Issuance supersedes and rescinds DWD Issuance 19-2015, “Local Plan and Regional Plan Modification Procedures,” dated June 22, 2016.
- This Issuance also severs, supersedes, and rescinds in isolation, all specific references to requirements for Local and Regional Plan modifications not required under 20 CFR 679.580 but previously required by DWD in the following Issuances, **whose remaining guidance continues in force:**
 - - DWD Issuance 13-2014-C2 (allocations), dated February 2, 2016.
 - DWD Issuance 12-2015 (MOU guidelines), dated December 22, 2015;
 - DWD Issuance 14-2015 (Local Plan guidance), dated February 16, 2018;
 - DWD Issuance 18-2015 (allocations), dated April 15, 2015;
 - DWD Issuance 14-2016 (basic skills deficiencies), March 20, 2017;

- DWD Issuance 19-2016 (ethical requirements), dated June 7, 2017;
- DWD Issuance 20-2016 (allocations), dated June 14, 2017;
- DWD Issuance 07-2017 (eligible training providers), dated September 22, 2017; and
- DWD Issuance 13-2017 (supportive services), dated November 30, 2017.

8. Attachments: None.

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Missouri Relay Services at 711.



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